



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)

CBSE/Direct Admission-X/XII/2025/

28/08/2025

**The Principals/Heads
Schools affiliated to CBSE
(Through CBSE website)**

Subject: Strict Adherence to last Date for Direct Admission and Change of Subjects for Classes X & XII

Madam/Sir,

You are aware that it is the responsibility of CBSE, School Management, Principal, School Staff, Parents and students to conduct the Board Examinations in a fair, transparent, and time-bound manner.

In order to ensure the smooth functioning and timely execution of various preparatory processes involved in the conduct of the examinations, it is essential that all affiliated schools and stakeholders strictly adhere to the prescribed timelines and guidelines issued by the Board.

In this context, the following instructions are being issued regarding Direct Admissions in Classes X and XII, and requests for Change of Subject.

1. DIRECT ADMISSION

S.No.	Activity	Schedule
1.	Direct admission of students in Class X/XII by the schools	Up to 31st August, 2025
2.	Schools to compile all such admissions cases in Tabular Form (separately for Class X and Class XII) supported with documents as mentioned above.	To be sent to concerned Regional Office through Harkara so as to reach by 2nd September, 2025
3.	Last date of according approvals by Regional Offices, CBSE	15th September, 2025
4.	In case of direct admissions after 31 st August based on transfer of parent who is a Government Employee.	To be sent to concerned Regional Office so as to reach within 02 days of Admission through Harkara

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2. SUBJECT CHANGE

S.No.	Activity	Schedule
1.	Subject Change request of students in Class X/XII by the schools	31st August 2025
2.	Schools to compile all such admissions cases in Tabular Form (separately for Class X and Class XII) supported with documents as mentioned above.	To be sent to concerned Regional Office through Harkara so as to reach by 2nd September, 2025
3.	Last date of according approvals by Regional Offices, CBSE	15th September, 2025

All cases will be processed as per Standard Operating Procedures issued by the CBSE.

As you are aware that 04 new Regional Offices have been established by the CBSE and these will also start functioning from 01.09.2025, however, direct admission and subject change cases if any now will be sent to the parent Regional Offices as mentioned in the table given below

New Regional Office	Parent Regional Office
Lucknow	Prayagraj
Gurugram	Panchkula
Ranchi	Patna
Raipur	Bhubaneswar

Beside new Regional Offices, CBSE has also established three Sub-Regional Offices under the Guwahati Regional Office at Agartala, Itanagar and Gangtok. Direct admission and subject change cases of these three Sub Regional Offices for 2025-26 will also be sent to Guwahati Regional Office.

All tasks of follow up of LOC for class X/XII, will accordingly be taken up by the newly functional Regional Offices as per the jurisdiction of the respective Regional Offices of the Board as listed in Annexure-A.

In view of above, it is once again reiterated that no cases of direct admission or subject change case should be entertained by the schools after 31st August 2025. *3*

Accordingly, Principal/Heads of Institutions are solely responsible for ensuring that all admissions and subject-related changes are completed in accordance with the Board norms and within the stipulated time frame.



28/3/25

(Dr. Sanyam Bhardwaj)
Controller of Examinations

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction and direct them to submit the LOC data correctly and timely:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16.
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
3. The Secretary, Eklavya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India.
4. The Secretary, Sainik Schools Society, Room No. 101, D-1 Wing, Sena Bhawan, New Delhi-110001.
5. The Navy Education Society (NES), Directorate of Naval Education, West Block V, Wing II, Floor II, RK Puram, Sector 1, New Delhi 110066.
6. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar Odisha-751005.
7. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110054
8. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017
9. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim -737101
10. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar- 791111.
12. The Director of Education, Govt. of A&N Islands, Port Blair - 744101
13. The Director, Department of School Education, UT of Ladakh, 2nd Floor, Civil Secretariat, Leh-Ladakh.
14. The Director, Directorate of School Education, Government of Puducherry, A" Block, I Floor, Perunthalaiyar Kamaraj Centenary Educational Complex, 100 ft Road, Anna Nagar, Puducherry - 605 005.

15. The Director, Sambhota Tibetan Schools Society, Dharmshala, Himachal Pradesh.
16. The Group Captain Education (Schools) Directorate of Education, West Block-VI, Air HQs (RKP), R.K. Puram, New Delhi-110066.
17. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
18. The Deputy Secretary to Chairperson, for kind information of the Chairperson, CBSE.
19. All the Heads of Department of the Board.
20. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Principals of the affiliated schools of the Board in their respective regions and ensure that all tasks are completed as per schedule so that LOC can be filled by all schools timely.
21. Web Admin with the request to put this Circular on the CBSE Website.
22. Media & Public Relations, CBSE for appropriate disseminating and publicity.

ANNEXURE-A
JURISDICTION OF THE REGIONAL OFFICES OF THE BOARD

SR.NO	REGION NAME	STATES/UT'S/AREAS COVERED
1	AJMER	Gujarat & Rajasthan
2	BHUBANESWAR	Odisha & West Bengal
3	CHANDIGARH	Punjab, UT of Chandigarh, UT of Jammu & Kashmir, UT of Ladakh
4	DELHI EAST	East Delhi, South East Delhi, South Delhi, South West Delhi, New Delhi, North East Delhi Shahdara
5	PUNE	Maharashtra, Goa, Daman & Diu, Dadra & Nagar Haveli
6	GUWAHATI	Assam, Nagaland, Manipur, Meghalaya, Tripura, Sikkim, Arunachal Pradesh, Mizoram
7	PANCHKULA	Ambala, Fatehabad, Hisar, Jind, Kaithal, Karnal, Kurukshetra, Panchkula, Sirsa and Yamunanagar and Himachal Pradesh
8	BENGALURU	Karnataka
9	BHOPAL	Madhya Pradesh
10	CHENNAI	Tamil Nadu, Puducherry and Andaman & Nicobar Islands
11	NOIDA	Agra, Aligarh, Amroha, Baghpat, Badaun, Bulandshahar, Etah, Gautam Budh Nagar, Ghaziabad, Hapur, Hathras, Kasganj / Kashi Ram Nagar, Mathura, Meerut and Sambhal
12	PATNA	Bihar
13	PRAYAGRAJ	Ambedkar Nagar, Azamgarh, Ballia, Basti, Bhadohi, Chandauli, Chitrakoot, Deoria, Ghazipur, Gorakhpur, Jaunpur, Kaushambi, Kushi Nagar, Maharajganj, Mau, Mirzapur, Pratapgarh, Prayagraj, Sant Kabir Nagar, Siddharth Nagar, Sonbhadra, Sultanpur, Varanasi
14	TRIVANDRUM	Kerala & Lakshadweep
15	DEHRADUN	Uttarakhand and Districts of Uttar Pradesh - Bareilly, Bijnour, Moradabad, Muzaffarnagar, Rampur, Saharanpur and Shamli
16	VIJAYAWADA	Andhra Pradesh & Telangana
17	DELHI -WEST	West Delhi, North West Delhi, North Delhi, and Central Delhi
18	GURUGRAM	Bhiwani, Charkhi Dadri, Faridabad, Gurugram, Jhajjar, Mahendragarh, Nuh, Panipat, Rewari, Rohtak , Sonipat and Palwal
19	LUCKNOW	Amethi, Auraiya, Ayodhya, Bahraich, Balrampur, Banda, Barabanki, Etawah, Farukkhabad, Fatehpur, Firozabad, Gonda, Hamirpur, Hardoi, Jalaun, Jhansi, Kannauj, Kanpur Dehat, Kanpur Nagar, Lakhimpur Kheri, Lalitpur, Lucknow, Mohaba, Mainpuri, Pilibhit, Raebareli, Shahjahanpur, Shraswati, Sitapur, Unnao
20	RAIPUR	Chattisgarh
21	RANCHI	Jharkhand



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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)

CBSE/COORD/Shortage-Attend./2025

Dated: 04.08.2025

To

The Principal/Head of Schools
Affiliated to CBSE
(Through CBSE Website)

Please read and understand this communication so that directions could be implemented strictly.

Subject: Strict Compliance with attendance requirements as per CBSE Examination Bye-Laws for Board Examination Eligibility – reg.

This is in continuation of circular No. CBSE/CE/Coord/2024 /e-file-163685/ dated 09.10.2024 wherein it was directed to all schools to adhere to Rules 13 and 14 of the CBSE Examination Bye-Laws strictly regarding student attendance for Class X and XII Board examinations-2024-2025.

In light of above, the same is being reiterated for both the academic session 2025-2026 and Examination 2025-2026. As per the CBSE Examination Bye Laws Rule 13 and 14, a minimum of 75% attendance is mandatory for students to be eligible to appear for the Board examinations. The Board offers a 25% relaxation only in cases of exigencies such as medical emergencies, participation in national or international sports events, and other serious reasons, if supported by the necessary documents/record.

Schools are hereby directed to ensure the following:

- 1. Inform Students and Parents:** All students and parents must be made aware of the mandatory 75% attendance requirement criteria and the potential consequences of not meeting this criteria. Any student, if on leave due to a medical or any other reason, needs to apply for the leave to the school with proper medical and other documents at the time of availing leave. Leave without a written request will be considered unauthorized absence from the school.
- 2. Leave Procedures:** In case of medical emergencies, students must submit a leave application along with valid medical documentation immediately after availing the leave. For other reasons, Students must inform the school of their absence with a valid reason and only in writing. If it is observed at the time of sudden inspection of the schools by CBSE that students are absent without proper leave records, it will be presumed that they are not attending the schools regularly and may be treated as non-attending/dummy candidates. CBSE shall not allow such students to appear in the Board examinations.

Contd...2/



के. मा. शि. बो., एकीकृत कार्यालय परिसर, सेक्टर-23, फेज-1, द्वारका, नई दिल्ली-110077

CBSE INTEGRATED OFFICE COMPLEX, SECTOR-23, PHASE-1, DWARKA, NEW DELHI-110077

Phone (off.) : 011-24050336-42, Website: www.cbse.gov.in

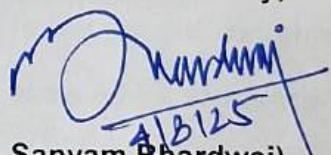


3. **Attendance Monitoring:** Schools must regularly monitor and maintain correct attendance records. Attendance registers should be updated daily, signed by the class teacher and the competent authority of the school and be readily available for inspection by the CBSE.
4. **Parental Communication:** In case a student frequently misses school or fails to meet the attendance requirement, the school should inform the parents in writing through Registered-Speed Post, e-mail stressing the importance of regular attendance and also failure to comply attendance norms may result in the student being disqualified from appearing in the board exams. Keep record of communication safely. A copy of this communication be sent to the parents of all the schools through e-mail for the information and strict compliance by the students and parents.
5. **Inspections by the CBSE:** The Board may conduct surprise inspections to verify student attendance records. During such inspections, if it is found that the records are incomplete or if it is manifest that students have not been attending the school regularly may face strict action, including disaffiliation. The students may be disqualified from appearing in the board exams.

Please note that no changes to the attendance records will be permitted once the school has submitted the shortage of attendance cases to the CBSE. Attached to this letter, you will also find the Standard Operating Procedures (SOPs) for condoning the shortage of attendance and a Proforma to be used when submitting cases for condonation.

Regular attendance is not only essential for meeting the Board's examination requirements but also for fostering responsible and well-rounded individuals. Therefore, it is once again directed to all schools to disseminate the above information to their students timely.

Yours faithfully,



(Dr. Sanyam Bhardwaj)
Controller of Examinations

Copy to web admin with the request to upload on the CBSE website.

**STANDARD OPERATION PROCEDURES
FOR DEALING WITH STUDENTS WHO HAVE ATTENDANCE LESS
THAN THE PRESCRIBED PERCENTAGE OF ATTENDANCE**

1. Schools will take the following action:-

- a. Inform the importance of attendance to the students and their parents at the beginning of the session;
 - b. Sensitize the students and parents about the relevant rules and the attendance requirement during the academic session;
 - c. Inform the students and parents the grounds on which shortage of attendance could be condoned;
 - d. Inform the students and parents to submit a medical certificate(s) from the Competent Authority/leave application supporting the reason for availing leave as and when leave is availed;
 - e. Warn the students and parents if they are not attending the classes regularly and maintain the records of such students correctly;
 - f. Inform the parents about the shortage of attendance;
 - g. Schools will recommend the cases to the CBSE as per Examination Bye-laws only;
 - h. Attendance will be calculated as of 1 January of the academic session;
 - i. Shortage of attendance cases be received in the concerned Regional office up to 7th January of the academic session;
 - j. No case will be accepted after 7th January of the academic session of Class X or XII;
 - k. Cases without mandatory documents will be summarily rejected.
 - l. Once shortage of attendance of any student is reported to CBSE, later, communication to CBSE by the school that now attendance are completed, will be considered manipulation and attendance status will not be changed.
- 2. In case of shortage of attendance, schools shall be required to procure the following documents from the student(s) / parent(s) and submit them to the concerned Regional office of the Board while forwarding the cases for considering condonation of shortage of attendance:**

S. No.	Valid reason for condonation of shortage of attendance	Mandatory documents
1.	Prolonged illness	<ol style="list-style-type: none">1. Request(s) from the parent2. Medical Certificate(s) for the period of absence from a Government Doctor.3. All medical reports, X-rays etc.4. Recommendation of school in the proforma attached.
2.	Loss of father/mother or some other such incident leading to his/her absence from the school and meriting special consideration.	<ol style="list-style-type: none">1. Request from the parent/guardian2. Death Certificate issued by the concerned Authority3. Recommendation of the school concerned in the proforma attached.
3.	Any other reason of similar serious nature.	<ol style="list-style-type: none">1. Request from the parent2. Certificate issued by the concerned Govt. Authority supporting the nature of reason3. Recommendation of the school concerned in the proforma attached.



4.	Authorized participation in Sports at National level organized by CBSE/SGFI	1. Request from the parent 2. Certificate issued by the concerned Authority 3. Recommendation of the school concerned in the proforma attached.
5.	Authorized participation in Sports at the National level/International level as per SOPs.	1. Request from the parent 2. Recommendation letter from Sports Authority of India (Only as per SOPs) 3. Recommendation of the school concerned in the proforma attached. 4. Action be taken as per Standard Operating Procedures issued by CBSE for students participating in National level/International sports events. 5. Strictly only within schedule.

3. The following will be the schedule for sending the request to the CBSE for condonation of attendance:-

S.No	Activity	Schedule
1.	To consider attendance put in by the student(s) in view of Rule 14(i) of Examination Bye-laws	Upto 1st January of the academic session for Class X or XII
2.	Schools to compile all such shortage of attendance cases at Sl. No.1 above in tabular form (separately for Class X and XII) supported with documents as mentioned above.	To be sent to the concerned Regional Office so as to reach within 07 (seven) days of Activity at S.No. 1 i.e. 7 th January of the academic session.
3.	The regional office will also communicate deficiency, if any, to the schools	Within 15 (fifteen) days from the date of receipt i.e. latest by 21 st January of the academic session.
4.	Schools will communicate fulfilment of deficiency to the Regional Office	Within 07 (seven) days from the date of activity at S.No. 3 i.e. 28 th January of the academic session
	The last date for approvals by CBSE	7th February of the examination year.

All schools are directed to read, understand, and comply with the SOPs in toto. Schools will ensure that all the documents as per requirement are obtained from the student(s)/parent(s) concerned and provided to the concerned Regional Office, wherever required.

In no manner, request(s) received after schedule date will not be considered and will be rejected.

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**(PROFORMA FOR FORWARDING SHORTAGE OF ATTENDANCE CASES BY
SCHOOLS) CONDONATION OF SHORTAGE OF ATTENDANCE IN CLASS X/XII
(SEPARATE PROFORMA EACH FOR CLASS X AND XII)**

1. The following candidates of Class have not attained the required percentage of attendance during the academic session 20.....20..... as per details mentioned against each:

S. No.	Name of Candidate	Regn. No./Roll No.	Class X/XII	No. of Teaching days in the schools	No. of days attended by the students	Percentage of attendance put in by the student up to 1 Jan. 20.....	Recommended under- as R for Recommended Not N for Recommended
1.							
2.							
3.							
4.							
5.							

2. The following documents duly attested are attached to the following cases.

S. No	Name of Candidate	Name of Document(s) attached
1.		
2.		
3.		
4.		



Signature: _____
 Name of Principal: _____
 School Name: _____
 School No.: _____
 Affiliation No: _____
 Seal of the school: _____



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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)
CBSE/LOC/X-XII/2025-2026/

27.08.2025

To

The Principal
All Schools affiliated to CBSE
(Through the CBSE website)

This is an extremely important communication for all schools sponsoring candidates of Class X and XII. All school heads are requested to follow all guidelines in this circular and submit correct data in the List of Candidates.

Subject: Submission of List of Candidates (LOC) for Class X (First Examinations) and Class XII for main examinations- 2025-26- reg

Madam/Sir,

Submission of the List of Candidates (LOC) for Class X and XII is the most important activity towards preparation for the conduct of the Board's Examinations every year. This circular explains all the action required to be taken by schools in this regard and is divided in IV Parts for convenience. Principals are requested to go through each part, understand and initiate action so that correct and timely submission of LOC for all candidates of Class X/XII can be undertaken by them. CBSE has already issued circular CBSE/LOC-Prior Information X-XI/2025-26/dated 30/07/2025 for schools to be prepared for submission of LOC by collecting correct data and subject combination of all candidates.

PART I: FOR THE FIRST TIME IN LOC 2025-2026

- A. This year, CBSE has introduced the two- Board Examination policy for Grade X which has been put in the public domain vide circular CBSE/CE/2-Board Examinations-X/2025 dated 26/6/2025. Schools are requested to go through the Policy and ensure that LOC for all candidates appearing in Class X is submitted accordingly. It is once again reiterated that the Main Examinations to be held in Mid-February for Class X is mandatory for all students of Class X, hence the LOC should be filled for all Candidates.
- B. CBSE has decided to link the APAAR id of candidates for both Class X and XII LOC data.

(i). APAAR IN INDIAN SCHOOLS

CBSE had earlier vide circular no. CBSE/IT& Projects/APAAR ID/2025 dated 24/01/2025 already communicated to schools regarding implementation of APAAR id as the Primary Identifier for students of CBSE affiliated schools only in India. Hence, schools affiliated to CBSE in India will be able to fill the LOC for candidates who have the APPAR id. The APAAR Id filled will be validated by the Board at the time of submission of LOC.

(ii). APAAR IN SCHOOLS SITUATED ABROAD

Schools situated abroad are exempted from APAAR because of various administrative reasons and laws in these countries.

- C. This year, there are two schedules for submission of LOC based on mode of payment of fee. Please see both the schedule at Annexure- A(i) & A(ii) to avoid problem of last date.
- D. Also, both the last dates i.e. LOC submission and payment of fee are same. Meaning thereby, fee is also to be submitted by the last date of submission of LOC. If fee is paid after the schedule date, late fee will be applicable.

PART II: PREPARATORY ACTION TO BE TAKEN BY SCHOOLS

Schools should be ready with the following information of candidates whose data will be filled in the LOC:

- (i). Candidate's personal details like correct Candidate's name/ Father/ Mother/ Guardian's Name/D.O.B.
- (ii). APAAR Id (for schools situated in India).
- (iii). Correct Subject Code and subject Combination as per Scheme of Studies. (should be doubly checked by the schools).
- (iv). Category applying in -FS/Improvement/ Compartment. Refer to **Annexure B**

SUBMISSION OF CORRECT STUDENT DATA AND THE SUBJECTS IS OF UTMOST IMPORTANCE.

- A. This LOC is for the first examinations of Class X. The First Board is mandatory for all candidates. LOC for the Second Board Examination for Class X will be filled any time after the First Examination for Class X is over.
- B. Schools should conduct a detailed orientation of students of Class X and their parents wherein they are informed about the Second Board examination to be conducted by the Board in the month of May 2026. Further, students should be informed that the same subjects filled by the school in this LOC for candidates can be opted during the Second Board examination. Please refer to **Annexure C**.
- C. All School functionaries involved in the Filling of LOC like the Class Teacher/ Subject In-charge/ Coordinator/ Vice Principal/ Office Clerk/ Any other person should be suitably briefed about the circular and the course of action to be taken. It is expected from the schools to assign the task of LOC submission to only one official, who is well aware of the sensitivity of correct data & subject submission and adherence to schedule.
- D. A briefing meeting may also be convened with the students of Class X and Class XII to inform the following:-
 1. The importance of submission of the correct data in LOC.
 2. The importance of submission of correct subject names and code in the LOC.
 3. The role and responsibility of the students and their parents in the submission of correct data and correct subjects in the LOC.
 4. Consequences of wrong submission of data in LOC.

Only those students shall be allowed to appear for Class X and XII Board's Examinations in session 2025-26, whose names will be submitted through the online process of submission of LOC as explained in this circular.

- E. All schools need to complete the registration process before proceeding with online submission. Schools will use the 'Affiliation Number' as a user ID, already available to them.
- F. The newly affiliated schools that have not received their password or instructions, should contact the concerned Regional Office of the CBSE for obtaining the same. Upon receiving the password, schools are advised to change the password for future use and keep it confidential to avoid misuse. Maintaining the safety of the password shall be the sole responsibility of the schools.
- G. The Board is extending several exemptions/concessions to candidates with disabilities as defined in the "The Rights of Persons with Disabilities Act 2016". In this context, the schools may refer to the communications available on link [https://www.cbse.gov.in/cbsenew/Examination Circular/2019/5_CIRCULAR.pdf](https://www.cbse.gov.in/cbsenew/Examination_Circular/2019/5_CIRCULAR.pdf)

The category of CWSN students shall be carefully selected and submitted in the LOC to ensure that applicable relaxations during the conduct of examinations can be provided to these students in an automated manner.

WHAT IS NEW FOR CWSN IN THE LOC THIS YEAR?

This year, the portal for CWSN will also be made available along with the LOC. However, the last date for submission of CWSN data will be prior to the last date for submission of LOC. So, data and records of CWSN students should be collected and be submitted on the portal. After the last date of submission, schools will not be able to add any other candidate as CWSN.

Schools will ensure that the names of all such students are sponsored by taking necessary action and approvals. Requests from the schools and students will not be accepted once the schedule is over and LOC is submitted.

PART III: ELIGIBILITY CRITERIA OF CANDIDATES FOR LOC 2025-2026

- A. **Principals/Schools should ensure that:** -
 - a. Candidates sponsored are their own regular and bonafide students only.
 - b. No bonafide student's name is left unsponsored.
 - c. Students are not from any unauthorized/unaffiliated schools.
 - d. Students are regularly attending classes in the school and fulfilling the minimum attendance norms as per Examination Bye laws of the Board.
 - e. Students are not registered with any other School Education Board in addition to CBSE.
 - f. The students are eligible to appear in the Board's Examinations for classes X and XII as per provisions of Examination Bye-laws.
 - g. In the case of students of Class-XII, it is essential to confirm that they have passed their Class-X examination from a recognized School Education Board only on or before the academic year 2024. *(Signature)*

B. The essence of the issue is that all those students who are eligible as per Examination Bye-Laws of the CBSE should only be sponsored for Board examinations. In this context, your attention is also invited to provisions of para 14.2 of the Affiliation Byelaws-2018.

These are as follows: -

"It is mandatory for every affiliated school to follow the Examination Bye-laws of the Board mutatis mutandis.

- 14.2.1 Every affiliated school shall present a list of the number of students and their particulars in respect of Classes IX, X, XI & XII at the time of the beginning of an academic session in the manner prescribed by the Board.
- 14.2.2 No affiliated school shall present the candidates to the Board's examination who are not on its rolls.
- 14.2.3 No affiliated school shall present the candidates to the Board's examination who are enrolled in an unaffiliated School/Branch.
- 14.2.4 No affiliated school shall present the candidates to the Board's examination who are on its roll but have not attended the school regularly or do not meet the requirement of minimum attendance for appearance in the Board's examination.
- 14.2.5 Every affiliated school shall sponsor regularly its Bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting of affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
- 14.2.6 The school affiliated to the Board shall not send candidates for examination of any other Board/University. It shall prepare candidates for the Secondary and Senior Secondary examinations of the CBSE only."

C. All schools need to ensure that byelaws/rules of the CBSE are being followed in letter and spirit for submission of the List of Candidates, availability of classrooms, and the teachers. In a section 40 students are allowed and the section teachers ratio is 1:1.5. Further the number of sections is guided by Circular CBSE/Aff /Circular 2025/11/2025 dated 21/7/2025.

www.cbse.gov.in/cbsenew/documents/Circular_Exemption_School_Strength_23072025.pdf

D. All schools are therefore advised to meticulously fill in the data in the OASIS accordingly.

PART IV: ACTION TO BE TAKEN BY SCHOOLS WHILE FILLING LOC 2025-2026.

1. New Schools have to: -
 - a. First, enter the information on the OASIS portal.
 - b. Thereafter, they will submit the data on the HPE portal.
after completing activities (a) & (b) above, they can submit LOC data.
2. Before proceeding with the submission of LOC, existing schools shall have to update the data on the OASIS & HPE Portal. *g*

3. The information on OASIS should be filled in very carefully as **schools will not be allowed to change the declared section/strength** of students after submission of LOC.
4. **Number of students sponsored by the school should be in proportion to the number of teachers appointed in the school. It will be the responsibility of the school to relieve the teachers for evaluation in accordance with the number of candidates sponsored in each subject. In case, schools will not relieve their teachers, CBSE will be liable to initiate strict action against the school including non-declaration of their results.**
5. Schools will be able to finalize LOC data only when they have first submitted data on the HPE portal. The link of the HPE portal is available on the CBSE website. A confirmation number will be generated after the successful filling of data on the HPE portal. Schools are requested to keep this confirmation number safe for future reference.
6. Only those TGTs/PGTs who are teaching Classes IX-X/XI-XII respectively should be listed as TGT/PGT to ensure the appointment of eligible evaluators for quality evaluation. Accordingly, in OASIS, the classes taught by the teachers need to be clearly filled in by the schools. The names of the teachers who have left the school shall be deleted from the data. It is the responsibility of the schools to correctly update the data in the OASIS. In case of TGT teaching classes IX and X, their subject offered by them in graduation needs to be filled.
7. It may be ensured that the full names of all the teachers shall be filled in the OASIS. Abbreviations should not be used. If abbreviations are given, it will be considered incorrect data provided by the schools. No salutations etc. shall be prefixed with the names.
8. **It may be noted that while submitting LOC for classes X and XII, schools will be shown the data of the same students which was submitted by them in the previous year for registering them in classes IX and XI. Schools are advised to "delete" students who have moved out of school due to transfer/other reasons. Schools can add students who have been admitted to the school in Class X/XII under the "DIRECT ADMISSION" category ONLY AFTER obtaining due approval from the concerned Regional Office as per the Board's rules.**
9. Students of Class X/XII of the previous academic session seeking re-admission in respective class shall be considered as RE-ADMISSION cases and the procedure as defined for DIRECT ADMISSION cases will be applicable and thus the same be followed by the schools meaning thereby that due approval is to be obtained from the concerned Regional Office as per Board rules.
10. Schools shall have to complete the LOC submission process Online only. The facility of data filling in downloadable Excel files is not available in the LOC submission module as only minor corrections are allowed in LOC.
11. Schools who had not uploaded the photographs of their students in Class IX/XI registration shall have to upload the same before the final submission of LOC. Newly affiliated schools shall also have to upload photographs of their bonafide students. The 

correct procedure for uploading the photographs is given in ANNEXURE-E. The schools will also ensure that correct photograph against each student has been uploaded.

12. As per Rule 6.1(a) (iii) of the Examination Bye-Laws, the school shall ensure that the student satisfies the requirement of age limit (minimum and maximum) as determined by the State/ U.T. Government and applicable to the place where the school is located while seeking admission in a class.
13. Many organizations and States award scholarships based on the financial status of the students. Accordingly, information about the annual income of the parent(s) may be collected as given by them. Schools should not demand ITR/other income proof etc. from parents.
14. As per Affiliation Bye-laws, schools can offer any academic subject in Classes XI and XII except the subjects requiring laboratory work. **In the subjects where laboratory work is involved, the school is required to seek approval, in case the same has not been obtained earlier.** Academic subjects in which laboratory work is not required could be offered by updating the same in the OASIS.
15. As per CBSE Circular no. ACAD-38/2021, no formal permission is required by the affiliated schools for introducing Skill Subject(s) at any level.
16. In accordance with the Scheme of studies, the Board has prescribed a list of valid/invalid combinations of subjects. Schools should check the combination of subjects before filling in the subjects in the LOC as per ANNEXURE-H (for Class X) and ANNEXURE-K (for Class XII).
17. Details of all students should be submitted only in one lot for each fee slab. Partial submission of data will be not allowed in a fee slab meaning thereby, in each slot, only one list of the students will be accepted.
18. In earlier years, schools were required to send the signed copy of the finalized data of LOC of class X/XII to the concerned Regional Office. From the year 2021 onwards, this practice has been done away with. Now, LOC will be uploaded on the system provided with the E-signature linked with the Aadhaar of the Principal. **IT MAY BE ENSURED THAT THE DATA UPLOADED IS ABSOLUTELY CORRECT AND EXTRA PRECAUTIONS BE TAKEN IN THIS REGARDS BY THE PARENTS/STUDENTS/SCHOOLS.**
19. The link for submission of the online form for Private/2nd chance Compartment candidates will be made available separately.
20. The online submission shall close at 11.59 midnight on the designated last dates. Schools are, therefore, advised to complete the online submission of LOC well in time to avoid the possibility of slow connection/failure to connect to the server on account of heavy load on the internet on the penultimate day or because of any other reason.
21. The last date for each activity is fixed and no extension will be made on the last date. Hence, schools are requested to complete the activity within the scheduled date and time.

22. After submission of LOC, no request for change of subject, admission in Classes X and XII (except on transfer cases) and concessions for CWSN shall be considered by the Board.
23. After the last date of direct admissions (Except allowed as per policy), subject change, corrections, CWSN cases, Sports students issues and change of examination centres will not be allowed. Schools and parents are requested to abide by the directions strictly.
24. In the event of any difficulty, the concerned Regional Office may be contacted. CBSE has vide notification no. CBSE/Rectt.Cell/1-76/2025/8234-333 dated 22.08.2025 notified that 04 new Regional offices of the Board have been made functional. Please refer to **ANNEXURE M** regarding the jurisdiction of Various Regional Offices of the Board.

PRECAUTIONS TO BE TAKEN BY SCHOOLS WHILE FILLING LOC 2025-2026.

- A. The spelling of the name of the student/mother/father/guardian is correct and is as per the Admission & Withdrawal Register maintained by the school.
- B. The Date of Birth is correct and is as per the Admission & Withdrawal Register maintained by the school.
- C. Subject combinations are correct and as per the Scheme of Studies.

PLEASE BE NOTED BY THE HEAD OF THE INSTITUTIONS

Such excuses regarding non submission of correct data will not be considered from the schools: -

- (i). that because of the demise of the uncle of the clerk assigned the duty of registration left the station without any information to the Principal,
- (ii). that the teacher responsible for registration was not well or met with an accident and hence, missed registration.
- (iii). that website was not working
- (iv). that students have not provided details
- (v). that a particular student was not coming to the school, hence the name has been missed.
- (vi). That the school forgot the final submission of LOC

ACTION TO BE TAKEN BY THE PRINCIPALS

All principals are directed to seek the report from the concerned teacher/ official each day from 7 days before the last date about the status of the submission of the LOC and the fee payment. It is the prime responsibility of the principal to ensure that the registration of all eligible students with correct data is submitted within schedule.

Subject codes should be chosen carefully & especially in the following subjects, codes be chosen correctly:

(a) In Class - X:

Hindi – A (002), Hindi – B (085),
Urdu A (003), Urdu B (303),
Mathematics Standard (041), Mathematics Basic (241) 2

(b) In Class – XII:

Hindi Core (302), Hindi Elective (002),
English Core (301), English Elective (001),
Sanskrit Core (322), Sanskrit Elective (022),
Urdu Core (303), Urdu Elective (003),
Mathematics (041), Applied Mathematics (241)

Many schools approach the Board to change the subjects after submission of LOC and also just before the examinations. Such requests shall not be accepted and subjects will not be changed. Hence, all schools should ensure that correct subjects are filled in LOC. Such requests affect the sensitivity of the examinations.

IMPORTANT NOTE :-

In case a school has submitted the LOC within the schedule and has paid the fee also and it is observed by the school that some data has been wrongly submitted, in such cases, the school can correct the data within the last date. If on revising the data, any additional fee is required, the same will also be paid by the school online.

First Example:

If a school has corrected the name of the candidate, added or deleted the Surname, a subject is replaced by another, no fee is to be paid.

Second Example:

If a school has added or replaced a new subject at the 6th place, additional examination /IA/Practical fee as the case may be is to be paid by the school/candidate.

NEW STEP TO ENSURE CORRECT DATA & SUBJECTS FOR EXAMINATIONS 2026

GENERATION OF DATA VERIFICATION SLIP

After the last date, a data verification slip will be generated by the schools for each candidate. In case, if the data i.e. candidate/mother/father/guardian name, date of birth or subject offered is found wrong by the school/candidate, CBSE will allow the same to be corrected from 13.10.2025 to 27.10.2025. Once this process and period is over, NO CORRECTION WILL BE ALLOWED BY THE BOARD.

SCHEME OF STUDIES

The Board has prescribed a scheme of studies which is available in the Curriculum on the link https://cbseacademic.nic.in/curriculum_2026.html for Secondary and Senior Secondary classes. Schools are required to offer the subjects in accordance with the Scheme of Studies only. **Subject combinations against the policy/ scheme of studies of the CBSE will not be accepted by the Board and such candidates will be considered as Not Eligible.**

It is expected that the schools will read the guidelines carefully, collect the accurate data of the students & submit the same correctly. Their efforts in uploading correct data will help in providing exact subject Question Papers to the candidates & also in providing documents with correct particulars which will also reduce the cases of corrections in the personal data of the candidates after declaration of results. For any query or help during office hours, kindly visit the link <https://www.cbse.gov.in/cbsenew/contact-us.html>.

Yours faithfully,



27/8/25

(Dr. Sanyam Bhardwaj)
Controller of Examinations

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction and direct them to submit the LOC data correctly and timely:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16.
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
3. The Secretary, Eklavya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India.
4. The Secretary, Sainik Schools Society, Room No. 101, D-1 Wing, Sena Bhawan, New Delhi-110001.
5. The Navy Education Society (NES), Directorate of Naval Education, West Block V, Wing II, Floor II, RK Puram, Sector 1, New Delhi 110066.
6. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar Odisha-751005.
7. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110054
8. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017
9. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim -737101
10. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar-791111.

12. The Director of Education, Govt. of A&N Islands, Port Blair – 744101
13. The Director, Department of School Education, UT of Ladakh, 2nd Floor, Civil Secretariat, Leh-Ladakh.
14. The Director, Directorate of School Education, Government of Puducherry, A" Block, I Floor, Perunthalaivar Kamaraj Centenary Educational Complex, 100 ft Road, Anna Nagar, Puducherry - 605 005.
15. The Director, Sambhota Tibetan Schools Society, Dharmshala, Himachal Pradesh.
16. The Group Captain Education (Schools) Directorate of Education, West Block-VI, Air HQs (RKP), R.K. Puram, New Delhi-110066.
17. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
18. The Deputy Secretary to Chairperson, for kind information of the Chairperson, CBSE.
19. All the Heads of Department of the Board.
20. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Principals of the affiliated schools of the Board in their respective regions.
21. Web Admin with the request to put this Circular on the CBSE Website.
22. Media & Public Relations, CBSE for appropriate disseminating and publicity. 2

LIST OF ANNEXURES

ANNEXURE	A(i) & A(ii)	Fee details for submission of LOC in Class X/XII
ANNEXURE	B	Categories of students appearing through schools for Class XII
ANNEXURE	C	Categories of students appearing through schools for Class X
ANNEXURE	D	Summary of activities for submission of the list of candidates (LOC)
ANNEXURE	E	Procedure for online filling of the list of candidates for X and XII
ANNEXURE	F	Steps for scanning and uploading photographs
ANNEXURE	G	Scheme of studies class X
ANNEXURE	H	Subject list for class X
ANNEXURE	I	Examples of subject combinations for class X
ANNEXURE	J	Scheme of studies class XII
ANNEXURE	K	Subject list for class XII
ANNEXURE	L	Examples of subject combinations for class XII
ANNEXURE	M	Jurisdiction of the regional Offices of the Board.



ANNEXURE-A (i)
FEE DETAILS FOR LOC FOR CLASS X AND CLASS XII SESSION 2025-26

SCHEDULE FOR ALL MODES OF PAYMENT OF FEES

EXCEPT CHALLAN- SEE PAGE-14

Fee Slab	Examination Fee to be remitted per student in INR			Schedule for submission of LOC	Window for digital payment
	India	Nepal	Other Countries		
	Class X & XII	Class X & XII	Class X & XII		
Normal fee	1600/- per candidate for 05 subjects	5500/- per candidate for 05 subjects	11,000/- per candidate for 05 subjects	29.08.2025 (FRIDAY) to 30.09.2025 (TUESDAY)	Date of finalization of LOC data.
	320/- per subject per candidate for additional subjects	1100/- per subject per candidate for additional subjects	2200/- per subject per candidate for additional subjects		
With Late fee	Late Fee of 2000/- per candidate in addition to the normal fee prescribed above			03.10.2025 (FRIDAY) to 11.10.2025 (SATURDAY)	Date of finalization of LOC data.
Practical Fee	For Class XII only (i). 160/- per practical subject per candidate for schools in India. (ii). 175/- per practical subject per candidate for schools in Nepal. (iii). 375/- per practical subject per candidate for schools in other countries.				
Migration Certificate	CBSE will not issue a hard copy of the Migration Certificate as a compulsory practice. As per the need, students can apply online after the result declaration to obtain the same. However, a soft copy of the Migration Certificate will be made available immediately after the result declaration for class XII students.				
Visually Impaired Candidates	Visually Impaired candidates are exempted from payment of examination fees for class X and XII.				

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ANNEXURE-A (ii)
SCHEDULE FOR FEES PAID
THROUGH CHALLAN- SEE PAGE-14

Fee Slab	Examination Fee to be remitted per student in INR			Schedule for submission of LOC	Window for digital payment
	India	Nepal	Other Countries		
	Class X & XII	Class X & XII	Class X & XII		
Normal fee	1600/- per candidate for 05 subjects	5500/- per candidate for 05 subjects	11,000/- per candidate for 05 subjects	29/08/2025 (FRIDAY) TO 22/09/2025 (MONDAY)	Date of finalization of LOC data.
	320/- per subject per candidate for additional subjects	1100/- per subject per candidate for additional subjects	2200/- per subject per candidate for additional subjects		
With Late fee	Late Fee of 2000/- per candidate in addition to the normal fee prescribed above			03/10/2025 (FRIDAY) TO 08/10/2025. (WEDNESDAY)	Date of finalization of LOC data.
Practical Fee	For Class XII only (i). 160/- per practical subject per candidate for schools in India. (ii). 175/- per practical subject per candidate for schools in Nepal. (iii). 375/- per practical subject per candidate for schools in other countries.				
Migration Certificate	CBSE will not issue a hard copy of the Migration Certificate as a compulsory practice. As per the need, students can apply online after the result declaration to obtain the same. However, a soft copy of the Migration Certificate will be made available immediately after the result declaration for class XII students.				
Visually Impaired	Visually Impaired candidates are				

Candidates	exempted from payment of examination fees for class X and XII.	
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Important Note: The fee will be accepted in the online mode only prescribed by the CBSE. No fee in offline mode, direct deposit in the bank account etc. will be accepted. The offline fee deposited by school/candidate shall not be updated in the school accounts and LOC shall not be accepted.

FEE PAYMENT METHOD		
(A)	Fees for all activities are accepted only through the following digital payments modes by CBSE: India: Internet Banking/UPI/ Debit Card/Credit Card/NEFT/RTGS/ Other Countries including Nepal Internet Banking/ Debit Card/Credit Card/SWIFT	
(B)	1. While making the Payment through NEFT/RTGS (over the Counter the school should ensure that their bank branch takes the Utmost precaution in entering the challan number, challan date and challan amount. Any discrepancy in the above will lead to the automatic rejection of payment and the amount will be reverted back to the school's bank account and school will be responsible for the same. 2. Once the payment is made schools are advised to regularly check their bank account for any kind of unsuccessful payments/rejections. 3. In case of non updation of payment status on the fee portal , schools are advised to not make duplicate payment on the same day and submit their grievance through email on feehelpdesk.cbse@gmail.com	
(C)	As SWIFT updating may take 5-7 days, hence, schools situated outside India are advised to complete their process including payment of the fee in such a way that their process is over before the last date.	
(D)	In case of Bank related transactions or non-updating of fees on the CBSE server, the schools should contact the respective Bank through which payment was made. Contact details of Banks are given on the CBSE website. Generally, Bank shall be requiring the following information to resolve the issue of non-updating of fees hence, be kept ready before getting in touch with the Bank: <ul style="list-style-type: none"> (i) Mode of payment (ii) Fee Reference No. (iii) Amount deposited (iv) Date of deposit (v) Branch where amount was deposited (vi) Bank reference number (Transaction ID as reflected in Bank Account) (vii) Your contact number. 	

ILLUSTRATION FOR CALCULATING LATE FEE	
	The date on which the data is finalized is taken into account for fee calculation
(i)	If students' details are entered and finalized on or before the last date, the school can pay fee till last date without late fee. Thereafter, late fee shall be applicable.
(ii)	It may be noted that if LOC data of students is not finalized by the last date, late fee will be applicable. No extension of last date will be given after the finalization of data. The finalization of data is an activity subsequent to entry/upload of students' data.
(iii)	Caution: The schools shall ensure that LOC data is finalized in time and fees should be deposited strictly as per schedule. Any delay in finalization of LOC data and depositing fee shall attract late fee penalty as given above.

[Signature]

ANNEXURE-B

CATEGORIES OF STUDENTS APPEARING THROUGH SCHOOLS FOR CLASS-XII

Based on the different rules of eligibility for appearing in the Board's examination, students have been categorized into various categories. It has been observed that schools are mentioning wrong categories in the LOC and therefore when the result is declared, candidates' result is calculated wrongly. Thereafter, schools are making requests to CBSE to change the category of the candidate concerned and correct the result also.

It is brought to the notice of the schools that there are the following 03 categories the students who would be mentioned by schools in LOC -

(A)	Regular candidates – Category 'FS' Students who are bonafide regular students of the school and will be appearing for the first time for the examination are called Regular candidates.
(B)	Essential Repeat candidates – Category 'ER' (i) Candidates who have appeared in the previous year and have been declared as 'ESSENTIAL REPEAT' can re-appear for the examination in the following two manner:- (a) As a Private Candidate (Apply at the start of separate LOC) (c) As a Regular candidate through school (LOC will be submitted along with regular candidates and the school will take permission from CBSE for direct admission in Class X/XII as the case may be) Candidates who are studying in the school as regular students to pass the examination shall appear in all the subjects as per the scheme of studies and shall have to complete their attendance requirement. They shall appear in practical/project/IA also. (ii) Candidates who have appeared in the previous year and have been declared as 'COMPARTMENT' can re-appear for the examination of the concerned subject as Private Candidate. Such candidates can also appear as Regular candidates through school but in all the subjects in which they had appeared in the previous year. Candidates who are studying in the school as regular students to pass the examination shall have to complete their attendance requirement. They shall appear in practical/ project/IA also.
(C)	Improvement of Performance – Category 'I' Candidates who have passed the examination in the previous year can appear to improve their performance in the subsequent year only. Such candidates can appear as Private candidates or as Regular candidates through school. Candidates who are studying in the school as regular students to improve their performance shall appear in all the subjects they had appeared in the previous year and shall have to complete their attendance requirement. Their previous year's practical/project/IA marks will be carried over.

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ANNEXURE C

CATEGORIES OF STUDENTS APPEARING THROUGH SCHOOLS FOR CLASS-X

Based on the different rules of eligibility for appearing in the Board's examination, students have been categorized into various categories. It has been observed that schools are mentioning wrong categories in the LOC and therefore when the result is declared, candidates' result is calculated wrongly. Thereafter, schools are making requests to CBSE to change the category of the candidate concerned and correct the result also.

It is brought to the notice of the schools that there are the following 03 categories the students who would be mentioned by schools in LOC -

(A) Regular candidates – Category 'FS'
<p>Students who are bonafide regular students of the school and will be appearing for the first time for the examination are called Regular candidates.</p> <p>In view of two Board examination in Class X first examination will be the main examination. The Eligibility to appear in the first examination will be:</p> <ul style="list-style-type: none">a) Fresh students of Class X. Students appearing for the first time from any school are fresh candidates.b) Second chance Compartment Students placed in the Compartment category in the previous year examination.c) Essential Repeat of previous year Students placed in Essential Repeat in the previous year examination.d) Improvement examination Students who have passed the last year examination but wish to improve their performance in one or more subjects. <p>The eligibility to appear in the second examination will be:</p> <ul style="list-style-type: none">a) Improvement category up to 03 main subjects Candidates who appeared in the main examination of the same year.b) First/Third chance compartment Candidates placed in the Compartment category this year or for the previous year examination.c) Compartment + Improvement Candidates placed in the Compartment category this year and also wishing to improve their performance in a subject other than compartment.d) Improvement for the students passed by the replacement of the subject.

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(B)	<p>Essential Repeat candidates – Category 'ER'</p> <p>Candidates who have appeared in the previous year and have been declared as ESSENTIAL REPEAT can re-appear for the examination in the following two manners: -</p> <ul style="list-style-type: none"> a) As a Private Candidate (Apply at the start of separate LOC) b) As a Regular candidate through school (LOC will be submitted along with regular candidates and the school will take permission from CBSE for direct admission in Class X/XII as the case may be) <p>Candidates who are studying in the school as regular students to pass the examination shall appear in all the subjects as per the scheme of studies and shall have to complete their attendance requirement. They shall appear in practical/project/IA also.</p> <p>Candidates who have appeared in the previous year and have been declared as 'COMPARTMENT' can re-appear for the examination of the concerned subject as Private Candidate. Such candidates can also appear as Regular candidates through school but in all the subjects in which they had appeared in the previous year. Candidates who are studying in the school as regular students to pass the examination shall have to complete their attendance requirement. They shall appear in practical/ project/IA also.</p>
(C)	<p>Improvement of Performance – Category 'I'</p> <p>Candidates who have passed the examination in the previous year can appear to improve their performance in the subsequent year only. Such candidates can appear as Private candidates or as Regular candidates through school. Candidates who are studying in the school as regular students to improve their performance shall appear in all the subjects they had appeared in the previous year and shall have to complete their attendance requirement. Their previous year's practical/project/IA marks will be carried over.</p>



ANNEXURE-D**SUMMARY OF ACTIVITIES****TO BE DONE FOR SUBMISSION OF THE LIST OF CANDIDATES (LOC) X AND XII**

The following Steps 1 to 12 are to be followed in sequence for online submission of details.

Steps	Activities for List of Candidates (LOC)	Nature of Activity
1	Updation/Submission of data on the OASIS portal	Online
2	Health and Physical Education data submission on the HPE portal	Online
3	Registration on the LOC portal.	Online
4	Login	Online
5	Checklist Printing of last year's registered candidates of IX & XI from the portal	Online
6	Checking of Checklist and correction to be marked on Checklist: (a) Correction in candidate's details (b) Addition of Candidates: ➤ For Improvement of Performance ➤ New admissions /Transfer cases from other schools in X/XII ➤ those who have not Qualified/ Passed class X/ XII but wish to repeat in all 5/6/7 subjects as a regular candidate (c) Deletion of Candidates: ➤ Transfer cases to other schools, ➤ Failures in Class IX/XI (d) Whether any correction is required in the photograph of any candidate	Manual
7	Updation of corrections, marked on the checklist on the LOC Portal	Online
8	Checklist Printing of List of Candidates (LOC) – Class X / XII from the portal	Online
9	Uploading of Photographs & Signature	Online
10	Finalization of Data	Online
11	Fee Payment	Online
12	Printing of Final List of Candidates (LOC)	Online
13	Data Verification Slip	Online

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ANNEXURE-E

PROCEDURE FOR ONLINE FILLING OF LIST OF CANDIDATES FOR X AND XII

A	Login: Only Registered schools are allowed to log in.
B	Checklist Printing of last year's Registered candidates from the portal i.e.: <ul style="list-style-type: none"> (a) The details of candidates submitted by the school for registration at the time of Class IX/XI the previous year will be available on the portal (b) Heading of this List will be 'CHECKLIST of last year's Registered CANDIDATES and ELIGIBLE for CLASS X/XII Examinations' (c) Schools shall print a list of the available details of candidates. The printer settings may be set for A4 size paper with Landscape printing with all side margins set to 0.25". (d) The school should print these 2 lists before going to the next step.

CHECKING OF DETAILS OF CANDIDATES FOR LIST OF CANDIDATES (LOC):

C	Checking of checklist and corrections to be marked on the checklist: <ul style="list-style-type: none"> (a) The printed checklist has data from last year's IX/XI students who will now appear in X/XII. (b) Schools should check student details in the List with the Original Admission and Withdrawal register (AWR), Subject Code, and Subject Name offered by the candidate. Photographs of candidates printed in the Checklist are also to be checked. Any Correction/ Addition/Deletion be marked in the checklist. (c) Schools should ensure that all corrections relating to the spellings in the names of the candidate/mother/father, gender, category, date of birth, subjects etc. have been checked and marked in the checklist. (d) If there is a need to add a few students and delete some students School must do the deletion first because it will create space for addition of new candidates.
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D **Deletion of Candidates:**

Reasons for Deletion	Code for Deletion
Essential Repeat in Class IX/XI	Essential Repeat
Transfers from your school to other Schools	TRANSFER
Note: Reasons for deletion must be provided as per Code for Deletion in the remark column on the server. Details of these candidates must be noted down.	

E **Addition of Candidates:**

Reasons for Additions	Code for Addition
New admissions –	
Transfers from other CBSE Affiliated Schools –	TRANSFER
Transfers from Schools not affiliated to CBSE	DIRECT
Improvement of Performance – those who have qualified/ Passed Class X/XII and will be appearing for Improvement of Performance in all the subjects.	IMPROVEMENT

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	Those who have not Qualified Class X/ XII previously and will be appearing as regular candidates by repeating in all the subjects again.	ESSENTIAL REPEAT							
IMPORTANT:									
<ul style="list-style-type: none"> (i) Schools should seek permission from the concerned Regional Office for the addition of candidates (ii) Regional Offices will give permission after updating the number of candidates on the portal from the school concerned. (iii) Reasons for additions must be provided as per the Code for Addition in the remark column on the portal. Details of these candidates must be noted down. 									
F	<p>Photographs of Candidates: If wrong or not legible/ clear or not available</p> <ul style="list-style-type: none"> • If the photograph printed in the checklist is wrong or hazy /not identifiable or not available, the scanned photograph/ soft copy of the photograph be uploaded online again. • The photograph should be in high contrast with a white background (passport size preferably black & white) photograph. The name of the students along with the date of taking the photograph (the photograph should have been taken on or after 1.7.2025) must be indicated on the photograph. • The scanned photograph should be stored in JPG Format with Registration No. as the filename of the photograph. The Registration No. is printed in the checklist against the candidate's details. Example: If the Photograph of Anil Kumar (whose Registration No. is A119/03001/0057) is wrong or not legible/clear or not available. Photograph of Anil Kumar be scanned and stored as A119030010057.jpg • Photographs be uploaded using the option "Uploading of Photograph" 								
G	<p>Corrections marked on the checklist are to be made on the portal:</p> <p>Marked corrections including uploading of photographs must be carried out by typing on a computer/laptop connected to the CBSE website by choosing the option "Correction of Candidates Details including photographs, if any".</p>								
H	<p>Correction of Candidate's details including photographs, if any:</p> <p>This activity has three options MODIFY/CORRECT, ADD and DELETE. Corrections marked in the checklist can be carried out on the server as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 5px;">(i)</td> <td style="padding: 5px;">MODIFY/CORRECT for making corrections:</td> </tr> <tr> <td></td> <td> <ul style="list-style-type: none"> • To carry out individual corrections in the Name/subject/other details of the candidate: Corrections in the already submitted details of the candidate can be made. The Serial No. printed against the candidate's details in the checklist be typed and the candidate's details shall be displayed on the screen. Required correction/ modification can be typed against the particular details. </td> </tr> <tr> <td style="padding: 5px;">(ii)</td> <td style="padding: 5px;">ADD: For adding details of any left-out Candidates/ new admissions.</td> </tr> </table>			(i)	MODIFY/CORRECT for making corrections:		<ul style="list-style-type: none"> • To carry out individual corrections in the Name/subject/other details of the candidate: Corrections in the already submitted details of the candidate can be made. The Serial No. printed against the candidate's details in the checklist be typed and the candidate's details shall be displayed on the screen. Required correction/ modification can be typed against the particular details. 	(ii)	ADD: For adding details of any left-out Candidates/ new admissions.
(i)	MODIFY/CORRECT for making corrections:								
	<ul style="list-style-type: none"> • To carry out individual corrections in the Name/subject/other details of the candidate: Corrections in the already submitted details of the candidate can be made. The Serial No. printed against the candidate's details in the checklist be typed and the candidate's details shall be displayed on the screen. Required correction/ modification can be typed against the particular details. 								
(ii)	ADD: For adding details of any left-out Candidates/ new admissions.								

		<p>DELETE: For deleting/ removing already available details of the candidate from the list.</p> <ul style="list-style-type: none"> • Serial No. of the Candidate printed on the Checklist be entered and the details of the candidate are displayed. • Press 'Delete' button to delete the details • Details once deleted cannot be recovered and has to be entered again if needed by using the ADD option.
I		<p>Print Check List of List of Candidates again by choosing the option "Checklist Printing of List of Candidates (LOC) with photographs".</p>
<p>Regional Officers of CBSE will keep a strict watch on the corrections/ additions made in particulars of candidates. Schools are advised that only bonafide candidates already registered in class IX/XI are sponsored in LOC of class X/XII. While making corrections schools should ensure that the candidate being sponsored in X/XII is not swapped with any other candidate who has been registered in class IX/XI. While making corrections in subjects (where the change of subject from IX/XI is involved) schools should ensure the approval of CBSE has been obtained. While adding candidates in respect of directly admitted candidates at X/XII it must be ensured that the approval of CBSE is obtained. In case such additions/corrections are not supported with requisite approval from the CBSE, the candidature of such students in the X/XII Board Examination may be rejected at any stage, besides action against the school involved in such malpractice.</p>		
J		<p>Uploading of Photographs.</p> <p>If the Photograph of Anil Kumar is wrong or not legible/clear or not available whose Registration No. is A119/03001/0057. A photograph of Anil Kumar scanned and stored as A11930010057.jpg has to be uploaded as follows:</p> <ul style="list-style-type: none"> • Serial No. of Candidate printed on the Checklist be entered and the details of the candidate and photograph if available in the server are displayed. • Photographs of this candidate can be uploaded by choosing the photograph of this candidate stored on the school's computer.
<p>Checklist Printing of List of Candidates (LOC) with photographs:</p> <ul style="list-style-type: none"> (i) Schools shall print a list of the submitted details of candidates by choosing the option "Checklist Printing of List of Candidates (LOC) with photographs" using a printer attached to the school's computer. (ii) The printer settings may be set for A4 size paper with Landscape printing with all side margins set to 0.25". (iii) The heading of this List will be 'CHECKLIST OF CANDIDATES FOR LOC FOR CLASS_' 		
L		<p>Updation of APAAR ID (For schools situated in India only)</p> <ul style="list-style-type: none"> (i) School will open the tab "Update APAAR ID" (ii) List of the Candidates with their registration no, candidate name, father name, mother name will be visible to the school (iii) School needs to fill the APAAR ID of the corresponding candidate along with the consent to share the APAAR ID (iv) School may please note that a valid APAAR ID should be entered in the textbox

M	<p>Finalization of Data (Ensure all corrections have been made before finalization):</p> <ul style="list-style-type: none"> (i) When all corrections have been carried out and the list is error-free, the Finalisation of data can be done. Finalization of data means no more correction /deletion /addition in the data which have been submitted till date i.e., Data submitted shall be deemed as error-free and final. (ii) Fee shall be applicable as per fee schedule i.e., the date on which the data is finalized is taken for the purpose of fee calculation. (iii) After finalization of data, the addition of more candidates is possible provided the date for submission of details is within the schedule and the fee shall have to be remitted as per the fee schedule.
N	<p>Printing of Final List of Candidates (LOC):</p> <ul style="list-style-type: none"> (i) Schools shall take printouts of the final list of Candidates submitted. The Final list has a provision for printing candidates' details. The final list cannot be generated without the submission of fee details. (ii) The school shall obtain the signature of the Mother, the signature of the Father and the signature of the candidate to confirm the name, father name, and mother's name are correct. (iii) The heading of this List will be 'FINAL LIST OF CANDIDATES FOR CLASS ____'. (iv) The printer settings may be set for A4 size paper with Landscape printing with all side margins set to 0.25". (v) Obtain signatures of candidates on the final list.



ANNEXURE-F

STEPS FOR SCANNING AND UPLOADING OF PHOTOGRAPHS

PHOTO TYPE	
(A)	<ul style="list-style-type: none">(i) Photos should be in full colour and of high quality to avoid any visible pixels.(ii) Photos must be taken in the last 6 months.(iii) Head should be positioned directly facing the camera, centered and composing 80% of the image. Photo should capture from slightly above the top of the hair to the middle of the chest.(iv) Have a natural expression - smiling is allowed.(v) Subject (candidate) is in clear focus and distinguishable from the background. Solid colour backgrounds are best.(vi) Eyes must be open and looking at the camera. Glasses must not be tinted unless worn daily for medical purposes.(vii) The individual's full face must be clearly visible.
 <p>KULWANT SINGH 01/04/2025</p>	
METHOD OF UPLOADING PHOTOGRAPH	
There are two methods for uploading photograph in Registration/LOC Portal :	
(B)	<p>Single Photo Scanning Method</p> <ul style="list-style-type: none">(i) Scan the photograph of the candidate and save it as a jpg file(ii) Please ensure that the size of the photo is passport size within 40 kb limit(iii) Save the photograph with registration number of the candidate(iv) Collect all photographs in one folder(v) Got to CBSE website and login in Registration/LOC portal(vi) Go to photo upload option(vii) Select the class for which photograph is to be uploaded and generate list(viii) Click on the browse button provided against each candidate(ix) Select the photograph from the folder and click on upload button(x) Repeat the above step until all photos are upload
(C)	<p>Multiple Photo Scanning Method</p> <ul style="list-style-type: none">(i) Ensure that all photos are of the same size(ii) Draw boxes (for 04 or 05 photos in a row) on the plain paper and paste photos in the boxes and scan the page.(iii) Now open the scanned jpg file in Photoshop/paint or any image editing software(iv) Resize the complete image to 1500×1200 pixels(v) Select one candidate's photo from the scanned image by image selection tool and copy it by using Ctrl + C(vi) Open a new file in the image editor and paste the selected photograph(vii) Save the new file as jpg file in the photograph folder. Name this file on candidate's registration number.(viii) Repeat this step for all the photograph s available in the sheet.(ix) Go to CBSE website and log-in in Registration/LOC portal(x) Go to photo upload option(xi) Select the class for which photograph is to be uploaded and generate list(xii) Click on the browse button provided against each candidate(xiii) Select the photograph from the folder and click on upload button(xiv) Repeat the above step until all photos are uploaded

Note:-

- (a) You can generate the check list with photographs to check all photos are correctly uploaded
- (b) In case of correction, you can gain-upload the photograph
- (c) Photos can be changed until data is finalized
- (d) After finalization photos cannot be change

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ANNEXURE-G

**SCHEME OF STUDIES
SECONDARY SCHOOL EXAMINATION (CLASS X)
2025-2026**

Class IX and X is an integrated course. Students will study only those subjects in Class X which they have studied in Class-IX. Students have to offer minimum 5 subjects as under **-

	Subjects	Name of Subjects
Compulsory	Subject-1	Language I (Group-L) Hindi - A or Hindi - B or English Language and Literature or English (Comm.)
	Subject-2	Language II Anyone from the Group of Languages (Group-L) other than Language chosen at Subject 1
	Subject-3	Mathematics Standard OR Mathematics Basic
	Subject-4	Science
	Subject-5	Social Science
Additional Subjects Optional	Subject-6	Skill subject (from the group of Skill subjects) (Group-S)
	Subject-7	Language III (Group-L) /Any Academic subject (Group-A2) other than opted above
Subjects of Internal Assessment	Subject-8 and 9	Art Education Health & Physical Education and Work Experience (Assessment and certification at school level)

Important Instructions in view of Two Board Examinations in Class X from 2026:

- | | |
|-----|--|
| (a) | Both the examination will be conducted on the full syllabus meant for the year. The Scheme of studies and scheme of examinations will remain the same. It is mandatory to appear in the first Board Examination. |
| (b) | All passed and eligible students will be allowed to improve their performance in any of the three subjects out of Science, Mathematics, Social Science and languages. |

(c)	Subject change will not be allowed from first examination to second examinations except permitted as per policy i.e Mathematics Standard to Mathematics Basic and vice versa.
(d)	If a student has not appeared in 3 or more subjects in first examination, then s/he will not be allowed to appear in the 2 nd examination. Such students will be placed in the "Essential Repeat" category and can take the examination only next year in the main examinations in month of February next year.
(e)	Students whose result in the first examination is Compartiment, such students will be allowed to appear in second examination under Compartiment Category.
(f)	Additional subjects will not be permitted after passing class X, students will not be allowed in stand-alone subjects.
(g)	If a student fails in any one of the three compulsory academic subjects (i.e. Science, Mathematics and Social Science) and passes the Skill subject (offered as 6th optional subject), then that particular compulsory subject will be replaced by the Skill subject and result of Class X Board examination will be computed accordingly.
(h)	If a student fails in any language subject out of first five subjects, the same will be replaced by language taken as seventh subject (optional), provided he or she has passed seventh language subject, and after replacement either Hindi or English remains as passed language in first five subjects.
(i)	It is expected that all the students would have studied three languages up to class VIII. Those students who could not clear the third language in class VIII and have been promoted to class IX, shall be examined by the concerned schools at the end of Class IX in the same syllabus and textbooks as are prescribed for class VIII. Those who are still unable to clear the third language at the end of class IX may be given another opportunity in class X.
(j)	For Class X Hindi or English must be one of the two languages to be studied in class IX and X. Hindi and English can also be offered simultaneously. In Hindi, two courses have been provided for class IX and X keeping in view the varying backgrounds of the students and a student may either opt for Hindi A (Code 002) or Hindi B (Code 085).
(k)	Students offering additional sixth skill subject can also offer an additional language III/ subject as 7th subject.
(l)	Wherever a restriction on the number of candidates has been imposed by CBSE, the school cannot exceed such a limit of number of candidates. In such cases, if need be, prior permission may be obtained from the Affiliation Unit after adopting due process.
(m)	Board has prescribed scheme of studies which is available in the Curriculum on the link http://cbseacademic.nic.in for Secondary and Senior Secondary classes. Schools are required to offer the subjects (subject to permission by the Board) in adherence with the Scheme of Studies only.
(n)	Board issues mark sheet cum certificate indicating marks obtained in each subject separately. No aggregate score/percentage is mentioned by the Board. Candidates who take 6/7 subjects and pass in all 6/7 subjects, the percentage is to be calculated according to the norms of college/institution in which the candidate is seeking admission. There is no role of CBSE in this regard.

(o)	It has been observed in the past that there is a variation between subjects offered by the candidate and the subjects being taught in the school. To ensure accuracy of data, the Subject Code and Subject Name must be checked carefully for each candidate by the school.
(p)	If there is a violation of the scheme of studies, the data uploaded will show error on the server after uploading. The error will be rectified only after choosing correct subject combinations.

****Scheme of Studies for Children with Special Needs**

Candidates with disabilities as defined in the Rights of Persons with Disabilities Act-2016 have the option of studying one compulsory language instead two/three and a maximum of two skill-based subjects Group-S.

Subject	Name of the subjects	Group
Compulsory	1. Language I (Hindi - Course A or Course B or English Language and Literature or English Communicative)	Group-L
	2. A language from Group L or any one subject from Group-A1, A2 and Group-S (Except Automotive)	Group-L/A1/A2 and S (Except Automotive)
	3. Any one subject from Group-A1, A2 and Group-S (Except Automotive)	Group-A1, A2 and S (Except Automotive)
	4. Any one subject from Group-A1, A2	Group-A1/A2
	5. Any one subject from Group-A1, A2	
Optional	6. Any one subject from Group-A1, A2	Group-A1/A2
	7. Language III (Other than L1 and L2)	Group-L

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ANNEXURE-H
SUBJECT LIST
CLASS-X (2025-26)

SN	CLASS	SUB	SUBNAME	
LANGUAGE (GROUP-L)				
1	10	002	HINDI COURSE - A	
2	10	085	HINDI COURSE - B	Any One
3	10	101	ENGLISH (COMMUNICATIVE)	
4	10	184	ENGLISH (LANG & LIT)	Any One
5	10	003	URDU COURSE-A	
6	10	303	URDU COURSE-B	Any One
7	10	004	PUNJABI	
8	10	005	BENGALI	
9	10	006	TAMIL	
10	10	007	TELUGU	
11	10	089	TELUGU-TELANGANA	Any One
12	10	008	SINDHI	
13	10	009	MARATHI	
14	10	010	GUJARATI	
15	10	011	MANIPURI	
16	10	012	MALAYALAM	
17	10	013	ODIA	
18	10	014	ASSAMESE	
19	10	015	KANNADA	
20	10	016	ARABIC	
21	10	017	TIBETAN	
22	10	018	FRENCH	
23	10	020	GERMAN	
24	10	021	RUSSIAN	
25	10	023	PERSIAN	
26	10	024	NEPALI	
27	10	025	LIMBOO	
28	10	026	LEPCHA	
29	10	088	BHOTI	
30	10	091	KOKBOROK	
31	10	092	BODO	
32	10	093	TANGKHUL	
33	10	094	JAPANESE	
34	10	095	BHUTIA	
35	10	096	SPANISH	
36	10	097	KASHMIRI	
37	10	098	MIZO	
38	10	099	BAHASA MELAYU	
39	10	119	SANSKRIT (COMMUNICATIVE)	
40	10	122	SANSKRIT	Any One
41	10	131	RAI	

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42	10	132	GURUNG	
43	10	133	TAMANG	
SN	CLASS	SUB	SUBNAME	
44	10	134	SHERPA	
45	10	136	THAI	

COMPULSORY ACADEMIC SUBJECTS (GROUP-A1)

46	10	041	MATHEMATICS (STANDARD)	Any One
47	10	241	MATHEMATICS(BASIC)	
48	10	086	SCIENCE	
49	10	087	SOCIAL SCIENCE	

OTHER ACADEMIC SUBJECTS (GROUP-A2)

50	10	031	CAR. MUSIC (VOCAL)	Any One
51	10	032	CAR. MUSIC MEL. INS.	
52	10	033	CAR. MUSIC PER. INS.	
53	10	034	HIND. MUSIC (VOCAL)	
54	10	035	HIND. MUSIC MEL. INS.	
55	10	036	HIND. MUSIC PER. INS.	
56	10	049	PAINTING	
57	10	064	HOME SCIENCE	
58	10	076	NATIONAL CADET CORPS (NCC)	
59	10	154	ELEMENTS OF BUSINESS	Any One
60	10	254	ELEMENTS OF BOOK KEEPING & ACCOUNT	
61	10	165	COMPUTER APPLICATIONS	Cannot be offered with 402/417 of Group-S

SKILL SUBJECTS (GROUP-S)

62	10	401	RETAIL	
63	10	403	SECURITY	
64	10	402	INFORMATION TECHNOLOGY	Any One and Cannot be offered with 165 of Group-A2
65	10	417	ARTIFICIAL INTELLIGENCE	
66	10	404	AUTOMOTIVE	
67	10	405	INTRODUCTION TO FINANCIAL MARKETS	
68	10	406	INTRODUCTION TO TOURISM	
69	10	407	BEAUTY & WELLNESS	
70	10	408	AGRICULTURE	
71	10	409	FOOD PRODUCTION	
72	10	410	FRONT OFFICE OPERATIONS	
73	10	411	BANKING & INSURANCE	
74	10	412	MARKETING & SALES	
75	10	413	HEALTH CARE	
76	10	414	APPAREL	
77	10	415	MULTIMEDIA	
78	10	416	MULTI SKILL FOUNDATION COURSE	
79	10	418	PHYSICAL ACTIVITY TRAINER	

2

80	10	419	DATA SCIENCE	
81	10	420	ELECTRONICS & HARDWARE	
SN	CLASS	SUB	SUBNAME	
82	10	421	FOUNDATION SKILL FOR SCIENCES (PHARMACEUTICAL & BIOTECHNOLOGY)	
83	10	422	DESIGN THINKING & INNOVATION	

The complete details of the subjects are available on the weblink:
https://cbseacademic.nic.in/curriculum_2026.html

ANNEXURE-I
EXAMPLES OF SUBJECT COMBINATIONS FOR CLASS X
VALID SUBJECT COMBINATIONS

CASE 1 Sub1: 184 English Lang & Lit Sub2: 085 Hindi Course-B Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science Sub6: 401 Retail Sub7: 006 Tamil	CASE 4 Sub1: 184 English Language & Lit. Sub2: 002 Hindi Course-A Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science Sub6: ----- Sub7: 122 Sanskrit
CASE 2 Sub1: 002 Hindi Course-A Sub2: 009 Marathi Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science Sub6: 403 Security Sub7: 004 Punjabi	CASE 5 Sub1: 184 English Lang & Lit Sub2: 006 Tamil Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science
CASE 3 Sub1: 184 English Lang & Lit Sub2: 002 Hindi Course -A Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science	

INVALID SUBJECT COMBINATIONS

CASE 1 Sub1: 002 Hindi Course-A Sub2: 004 Punjabi Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science Sub6: 402 Information Technology Sub7: 165 Computer Applications	CASE 3 Sub1: 002 Hindi Course-A Sub2: 021 Russian Sub3: 041 Mathematics Sub4: 086 Science Sub5: 087 Social Science Sub6: 401 Retail Sub7: 404 Automotive
CASE 2 Sub1: 018 French Sub2: 006 Tamil	INVALID

ANNEXURE-J
SCHEME OF STUDIES
SENIOR SECONDARY SCHOOL EXAMINATION (CLASS XII)
2025-2026

Class XI and XII is an integrated course. Students will study only those subjects in Class XII which he/she has studied in Class-XI. Students can offer minimum 5 subjects as under:-

Subject		Name of the subjects
Compulsory	Subject 1	Hindi Elective or Hindi Core or English Elective or English Core
	Subject 2	Any one Language from Group - L not opted as Subject 1 OR Any one Elective from the Group - A
	Subject 3	Any elective either from Group - A Or Group-S
	Subject 4	Any elective either from Group - A Or Group-S
	Subject 5	Any elective either from Group - A
Additional Subject Optional	Subject 6	Any one elective or Language from Group A or L
Subjects of Internal Assessment	Subject 7 to 9 (to be taken by all Regular Candidates)	Health and Physical Education, Work Experience, General Studies

2

Important Instructions: -

(a)	Hindi or English must be one of the two languages to be studied in classes XI and XII. Hindi and English can also be offered simultaneously. In Hindi and in English, two courses are being offered for class XI and XII. Keeping in view the varying backgrounds of the students and a student may either opt for Hindi Elective (Code 002) or Hindi Core (Code 302) and English Elective (Code-01) or English Core (Code -301). However, the same language cannot be offered both at Core and Elective levels.
(b)	The first 5 subjects in the chronological order of filling the subjects in the online registration system/ Mark Sheet are considered as Main subjects.
(c)	If a student has taken 6 subjects, and if he/she fails in any one of first five subjects, the same will be replaced by the 6th subject provided the candidate satisfies the scheme of studies viz. after replacement by the 6th subject, either Hindi or English remains as one of the main five subjects.
(d)	For candidates who take 6 subjects (5 main and 1 additional subject) and pass in all 6 subjects, the percentage is to be calculated, as per their requirement/rule, by the employer/institution/university according to the norms of Institution/University/Employer in which the candidate will be seeking admission/employment. CBSE does not calculate and provide the percentage. There is no role of CBSE in this regard.
(e)	Only those subjects can be offered by the school to the students for which approval of CBSE has been obtained.
(f)	Board has prescribed scheme of studies which is available in the Curriculum on the link http://cbseacademic.nic.in for Secondary and Senior Secondary classes. Schools are required to offer the subjects (subject to permission by the Board) in adherence with the Scheme of Studies only.
(g)	CBSE does not have concept of streams. Student can take 5/6 subjects as per above scheme out of those listed in the curriculum and available in the school concerned. Schools admit students as per the criteria laid down by its management.

* For concessions to CWSN Candidates, please refer to framework and significant guidelines.

ANNEXURE-K
SUBJECT LIST
CLASS-XII (2025-26)

LANGUAGE (GROUP-L)

SN	CLASS	SUB	SUBNAME	
1	12	001	ENGLISH ELECTIVE	Any One
2	12	301	ENGLISH CORE	
3	12	002	HINDI ELECTIVE	Any One
4	12	302	HINDI CORE	
5	12	003	URDU ELECTIVE	Any One
6	12	303	URDU CORE	
7	12	022	SANSKRIT ELECTIVE	Any One
8	12	322	SANSKRIT CORE	
9	12	104	PUNJABI	
10	12	105	BENGALI	
11	12	106	TAMIL	
12	12	107	TELUGU	Any One
13	12	189	TELUGU TELANGANA	
14	12	108	SINDHI	
15	12	109	MARATHI	
16	12	110	GUJARATI	
17	12	111	MANIPURI	
18	12	112	MALAYALAM	
19	12	113	ODIA	
20	12	114	ASSAMESE	
21	12	115	KANNADA	
22	12	116	ARABIC	
23	12	117	TIBETAN	
24	12	118	FRENCH	
25	12	120	GERMAN	
26	12	121	RUSSIAN	
27	12	123	PERSIAN	
28	12	124	NEPALI	
29	12	125	LIMBOO	
30	12	126	LEPCHA	
31	12	188	BHOTI	
32	12	191	KOKBOROK	
33	12	192	BODO	
34	12	193	TANGKHUL	
35	12	194	JAPANESE	
36	12	195	BHUTIA	
37	12	196	SPANISH	
38	12	197	KASHMIRI	
39	12	198	MIZO	

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ACADEMIC ELECTIVES (GROUP-A)			
SN	CLASS	SUB	SUBNAME
40	12	027	HISTORY
41	12	028	POLITICAL SCIENCE
42	12	029	GEOGRAPHY
43	12	030	ECONOMICS
44	12	031	CAR. MUSIC VOCAL
45	12	032	CAR. MUSIC MEL INS
46	12	033	CAR. MUSIC PER INS MRIDANGAM
47	12	034	HIND. MUSIC.VOCAL
48	12	035	HIND. MUSIC MEL INS.
49	12	036	HIND. PER INS.
50	12	037	PSYCHOLOGY
51	12	039	SOCIOLOGY
52	12	041	MATHEMATICS
53	12	241	APPLIED MATHEMATICS
54	12	042	PHYSICS
55	12	043	CHEMISTRY
56	12	044	BIOLOGY
57	12	045	BIOTECHNOLOGY
58	12	046	ENGG. GRAPHICS
59	12	048	PHYSICAL EDUCATION
60	12	049	PAINTING
61	12	050	GRAPHICS
62	12	051	SCULPTURE
63	12	052	APP/COMMERCIAL ART
64	12	054	BUSINESS STUDIES
65	12	055	ACCOUNTANCY
66	12	056	KATHAK - DANCE
67	12	057	BHARATNATYAM - DANCE
68	12	058	KUCHIPUDI - DANCE
69	12	059	ODISSI - DANCE
70	12	060	MANIPURI - DANCE
71	12	061	KATHAKALI - DANCE
72	12	064	HOME SCIENCE
73	12	065	INFORMATICS PRACTICE
74	12	083	COMPUTER SCIENCE
75	12	066	ENTREPRENEURSHIP
76	12	073	KNOWLEDGE TRADITION & PRACT OF INDIA
77	12	074	LEGAL STUDIES
78	12	076	NATIONAL CADET CORPS (NCC)

SKILLS ELECTIVES (GROUP-S)			
SN	CLASS	SUB	SUBNAME
79	12	801	RETAIL
80	12	802	INFORMATION TECHNOLOGY
81	12	803	WEB APPLICATION
82	12	804	AUTOMOTIVE
83	12	805	FINANCIAL MARKETS MANAGEMENT
84	12	806	TOURISM
85	12	807	BEAUTY & WELLNESS
86	12	808	AGRICULTURE
87	12	809	FOOD PRODUCTION
88	12	810	FRONT OFFICE OPERATIONS
89	12	811	BANKING
90	12	812	MARKETING
91	12	813	HEALTH CARE
92	12	814	INSURANCE
93	12	816	HORTICULTURE
94	12	817	TYPOGRAPHY & COMPUTER APPLICATION
95	12	818	GEOSPATIAL TECHNOLOGY
96	12	819	ELECTRICAL TECHNOLOGY
97	12	820	ELECTRONIC TECHNOLOGY
98	12	821	MULTIMEDIA
99	12	822	TAXATION
100	12	823	COST ACCOUNTING
101	12	824	OFFICE PROCEDURES & PRACTICES
102	12	825	SHORTHAND (ENGLISH)
103	12	826	SHORTHAND (HINDI)
104	12	827	AIR-CONDITIONING & REFRIGERATION
105	12	828	MEDICAL DIAGNOSTICS
106	12	829	TEXTILE DESIGN
107	12	830	DESIGN
108	12	831	SALESMANSHIP
109	12	833	BUSINESS ADMINISTRATION
110	12	834	FOOD NUTRITION & DIETETICS
111	12	835	MASS MEDIA STUDIES
112	12	836	LIBRARY & INFORMATION SCIENCE
113	12	837	FASHION STUDIES
114	12	841	YOGA
115	12	842	EARLY CHILDHOOD CARE &

			EDUCATION	
116	12	843	ARTIFICIAL INTELLIGENCE	
SN	CLASS	SUB	SUBNAME	
117	12	844	DATA SCIENCE	
118	12	845	PHYSICAL ACTIVITY TRAINER	
119	12	846	LAND TRANSPORTATION ASSOCIATE	
120	12	847	ELECTRONICS AND HARDWARE	
121	12	848	DESIGN THINKING AND INNOVATION	

The complete details of the subjects are available on the weblink:
https://cbseacademic.nic.in/curriculum_2026.html



ANNEXURE-L
EXAMPLES OF SUBJECT COMBINATION FOR CLASS XII

VALID SUBJECT COMBINATIONS	
CASE 1 Sub1: 301 English Core Sub2: 041 Mathematics Sub3: 042 Physics Sub4: 043 Chemistry Sub5: 048 Physical Education	CASE 5 Sub1: 301 English Core Sub2: 302 Hindi Core Sub3: 042 Physics Sub4: 043 Chemistry Sub5: 041 Mathematics
CASE 2 Sub 1: 301 English Core Sub 2: 048 Physical Education Sub 3: 042 Physics Sub 4: 043 Chemistry Sub 5: 044 Biology	CASE 6 Sub1: 301 English Core Sub2: 055 Accountancy Sub3: 054 Business Studies Sub4: 030 Economics Sub5: 302 Hindi Core
CASE 3 Sub1:301 English Core Sub2: 302 Hindi Core Sub3: 027 History Sub4: 029 Geography Sub5: 028 Political Science Sub6: 039 Sociology	CASE 7 Sub1: 301 English Core Sub2: 055 Accountancy Sub3: 054 Business Studies Sub4: 041 Mathematics Sub5: 030 Economics
CASE 4 Sub1: 301 English Core Sub2: 041 Mathematics Sub3: 042 Physics Sub4: 043 Chemistry Sub5: 083 Computer Science	CASE 8 Sub1: 301 English Core Sub2: 055 Accountancy Sub3: 054 Business Studies Sub4: 030 Economics Sub5: 065 Informatics Practice
INVALID SUBJECT COMBINATIONS	
CASE 1 Sub1: 301 English Core Sub2: 042 Physics Sub3: 043 Chemistry Sub4: 065 Informatics Practice Sub5: 083 Computer Science	CASE 2 Sub 1: 301 English Core Sub 2: 041 Mathematics Sub 3: 042 Physics Sub 4: 049 Painting Sub 5: 050 Graphics
	INVALID
CASE 3 Sub1: 322 Sanskrit Core Sub2: 104 Punjabi Sub3: 027 History Sub4: 029 Geography Sub5: 028 Political Science Sub6: 039 Sociology	CASE 4 Sub 1 : 302 Hindi Core Sub 2 : 002 Hindi Elective Sub 3 : 041 Mathematics Sub 4 : 042 Physics Sub 5 : 043 Chemistry
	INVALID
CASE 5 Sub 1 : 302 Hindi Core Sub 2 : 812 Marketing Sub 3 : 816 Horticulture Sub 4 : 830 Design Sub 5 : 837 Fashion Studies	

* For concessions to CWSN Candidates, please refer to the framework and significant guidelines

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ANNEXURE-M
JURISDICTION OF THE REGIONAL OFFICES OF THE BOARD

SR.NO	REGION NAME	STATES/UT'S/AREAS COVERED
1	AJMER	Gujarat & Rajasthan
2	BHUBANESWAR	Odisha & West Bengal
3	CHANDIGARH	Punjab, UT of Chandigarh, UT of Jammu & Kashmir, UT of Ladakh
4	DELHI EAST	East Delhi, South East Delhi, South Delhi, South West Delhi, New Delhi, North East Delhi Shahdara
5	PUNE	Maharashtra, Goa, Daman & Diu, Dadra & Nagar Haveli
6	GUWAHATI	Assam, Nagaland, Manipur, Meghalaya, Tripura, Sikkim, Arunachal Pradesh, Mizoram
7	PANCHKULA	Ambala, Fatehabad, Hisar, Jind, Kaithal, Karnal, Kurukshetra, Panchkula, Sirsa and Yamunanagar and Himachal Pradesh
8	BENGALURU	Karnataka
9	BHOPAL	Madhya Pradesh
10	CHENNAI	Tamil Nadu, Puducherry and Andaman & Nicobar Islands
11	NOIDA	Agra, Aligarh, Amroha, Baghpat, Badaun, Bulandshahar, Etah, Gautam Budh Nagar, Ghaziabad, Hapur, Hathras, Kasganj / Kashi Ram Nagar, Mathura, Meerut and Sambhal
12	PATNA	Bihar
13	PRAYAGRAJ	Ambedkar Nagar, Azamgarh, Ballia, Basti, Bhadohi, Chandauli, Chitrakoot, Deoria, Ghazipur, Gorakhpur, Jaunpur, Kaushambi, Kushi Nagar, Maharajganj, Mau, Mirzapur, Pratapgarh, Prayagraj, Sant Kabir Nagar, Siddharth Nagar, Sonbhadra, Sultanpur, Varanasi
14	TRIVENDRUM	Kerala & Lakshadweep
15	DEHRADUN	Uttarakhand and Districts of Uttar Pradesh - Bareilly, Bijnour, Moradabad, Muzaffarnagar, Rampur, Saharanpur and Shamli
16	VIJAYAWADA	Andhra Pradesh & Telangana
17	DELHI -WEST	West Delhi, North West Delhi, North Delhi, and Central Delhi
18	GURUGRAM	Bhiwani, Charkhi Dadri, Faridabad, Gurugram, Jhajjar, Mahendragarh, Nuh, Panipat, Rewari, Rohtak , Sonipat and Palwal
19	LUCKNOW	Amethi, Auraiya, Ayodhya, Bahraich, Balrampur, Banda, Barabanki, Etawah, Farukkhabad, Fatehpur, Firozabad, Gonda, Hamirpur, Hardoi, Jalaun, Jhansi, Kannauj, Kanpur Dehat, Kanpur Nagar, Lakhimpur Kheri, Lalitpur, Lucknow, Mohaba, Mainpuri, Pilibhit, Raebareli, Shahjahanpur, Shraswati, Sitapur, Unnao
20	RAIPUR	Chattisgarh
21	RANCHI	Jharkhand



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation Under the Ministry of Education, Govt. of India)



CBSE/ACAD/DS(MS)/2025

Date: 22.08.2025

Circular No: Acad-61/2025

All the Heads of Schools affiliated to CBSE

Subject: Celebration of National Sports Day 2025 – reg.

Dear Principal

As you would be aware, the National Sports Day (NSD) is celebrated annually on 29th August to honour the birth anniversary of Major Dhyan Chand, the legendary hockey player. This day celebrates India's rich sporting legacy and the achievements of our athletes who have made the nation proud on global platforms. It also marks the day when the Fit India Movement was launched by the Hon'ble Prime Minister in 2019, igniting a mass movement for health and fitness across the country. This year the National Sports Day is India's tribute to the Olympic Spirit and the core values of Excellence, Friendship, and Respect.

In this regard, the Ministry of Youth Affairs and Sports, Govt of India is celebrating NSD 2025 with a vibrant series of nationwide sporting and fitness activities from 29th to 31st August 2025. This year's theme reflects our shared commitment to building a healthier, fitter and active India through the power of sports.

In view of above, the schools are requested to organize sporting and fitness activities during 29th to 31st August, 2025 as follows:

- a. Conduct fun and competitive games during this period
- b. Undertake promotional activities ahead of NSD to drive participation
- c. Invite former champion athletes to motivate students and local communities
- d. Conclude the NSD celebrations with a special "Sundays on Cycle" event on 31st August 2025, engaging schools in community cycling to promote fitness, pollution-free environment, and fight obesity

A suggestive toolkit and detailed SOP for reference is available at the following link:
https://drive.google.com/drive/folders/1c7yLP6ONGGIhYRIMIyQGeMKnkCuu4udC?usp=share_link

Fit India Pledge: All students and staff of school may take Fit India Pledge on Sports Day. The link for Fit India Pledge is: <https://fitindia.gov.in/fit-india-pledge-2025>

Register Your School: The schools may register themselves at the link: <https://fitindia.gov.in/national-sports-day-2025> after clicking on 'Register', select the option 'Other' and then select option 'School' from drop down menu.

All the participating schools are requested to submit a brief report of the event celebrations, along with photos and videos, through the Fit India Portal (<https://fitindia.gov.in/national-sports-day-2025>).

With best wishes!


Himanshu Gupta, IAS
Secretary



सी.बी.एस.ई. एकीकृत कार्यालय परिसर, सेक्टर-23, फेज 1, द्वारका, नई दिल्ली -110077
CBSE Integrated Office Complex, Sector-23, Phase 1, Dwarka, New Delhi -110077





केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation Under the Ministry of Education, Govt. of India)



Copy to the respective Heads of Directorates, Organizations and Institutions with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309
3. The Secretary, Eklavya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India.
4. The Secretary, Sainik Schools Society, Room No. 101, D-1 Wing, Sena Bhawan, New Delhi-110001
5. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar, Odisha-751005
6. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054
7. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017
8. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim –737101
9. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar –791 111
10. The Director of Education, Govt. of A&N Islands, Port Blair – 744101
11. The Director of School Education, Ladakh, Room No.101-102, Ground Floor, Council Secretariat, Kurbathang, Kargil - Ladakh
12. The Director of School Education, Andhra Pradesh, 3rd Floor, B block, Anjaneya Towers, VTPS Rd, Bhimaraju Gutta, Ibrahimpatnam, Andhra Pradesh – 521 456
13. The Director, Jharkhand Education Project Council, Ranchi, Jharkhand
14. The Director, Sambhota Tibetan Schools Society (STSS), Central Tibetan Administration (CTA), Dharamshala, HP
15. The Additional Director General of Army Education, A –Wing, Sena Bhawan, DHQ, PO, New Delhi-110001
16. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
17. The Director, Navy Education Society, Directorate of Naval Education, Naval Headquarters, Ministry of Defence, West Block-V, RK Puram, Delhi – 110066
18. DS to Chairperson, CBSE
19. Secretary/ Controller of Examinations/ All Directors, CBSE
20. All Regional Directors/ Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
21. All Joint Secretary/ Deputy Secretary/ Under Secretary/ Assistant Secretary, CBSE
22. All Head(s)/ In-Charge(s), Centre of Excellence, CBSE
23. In charge IT Unit with the request to put this Circular on the CBSE Academic Website
24. In-Charge, Library
25. Record File

Secretary, CBSE



सी.बी.एस.ई. एकीकृत कार्यालय परिसर, सेक्टर-23, फेज 1, द्वारका, नई दिल्ली -110077
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